

**DRAFT MINUTES
REGULAR SESSION
MAYOR AND COUNCIL
COUNCIL CHAMBERS - 473 S. MAIN STREET, ROOM #106
WEDNESDAY, OCTOBER 1, 2014 AT 6:30 P.M.**

Minutes are a summary of the discussion. They are not verbatim.
Public input is placed after Council discussion to facilitate future research.

1. **Call to Order**

Mayor German called the meeting to order at 6:30 p.m.

2. **Roll Call**

Mayor German, Vice Mayor Jackie Baker, and Councilors Bruce George, Carol German, Brad Gordon, Robin Whatley, and Jessie Jones are present.

Also Present

Town Manager Russ Martin, Assistant Town Clerk Barbie Bridge, and Recording Secretary Lynn Riordan.

3. **Pledge of Allegiance**

Mayor German led the pledge.

4. **Consent Agenda** - All those items listed below may be enacted upon one motion and approved as consent agenda items.
Any item may be removed from the Consent Agenda and considered as a separate item if a member of Council requests.

a) **Approval of the Minutes:**

- 1) Special Session – September 24, 2014
- 2) Executive Session – September 24, 2014 (Recorded)
- 3) Regular Session – September 17, 2014
- 4) Work Session – September 10, 2014

b) **Set Next Meeting, Date and Time:**

- 1) October 8, 2014 at 5:30 p.m. – Work Session - **CANCELLED**
- 2) Friday, October 10, 2014 at 9:00 to 11:00 a.m. – Work Session
- 3) October 15, 2014 at 6:30 p.m. – Regular Session
- 4) October 22, 2014 at 6:30 p.m. – Council Hears Planning & Zoning Matters

c) **Possible approval of Resolution, 2014-928, a Resolution of the Mayor and Common Council of the Town of Camp Verde, Yavapai County, Arizona approving an Intergovernmental Agreement with the Arizona Department of Fire, Building and Life Safety, Office of Manufactured Housing (OMH) for enforcement of installation standards of manufactured homes and factory-built buildings. Staff**

Resource: Mike Jenkins

On a **motion** by Vice Mayor Baker, seconded by Councilor George, the council unanimously voted to approve the Consent Agenda with the following amendments: Regular Session Minutes – September 17, 2014 are not approved pending amendments/corrections and will be considered at the next Regular Session; there are no minutes for Work Session – September 10, 2014 as it was cancelled; and both the October 8, 2014 Work Session and the October 10, 2014 Work Session are cancelled.

Councilor Gordon stated he did not approve of the Office of Manufactured Housing (OMH) in general, as it was just another unnecessary bureaucracy, created additional fees/costs to home owners and builders, and the Town building inspectors can and do provide the inspection services.

5. **Special Announcements and presentations:**

Possible approval of a proclamation designating November 1, 2014 as “Extra Mile” Day.

Mayor German proclaimed November 1, 2014 as “Extra Mile” Day.

Mayor German advised the purpose of proclaiming “Extra Mile” Day was to recognize the volunteers in the community that have gone the “Extra Mile” in providing services or donating time or materials to the community. Mayor German, and the council, recognized the “Old Guys” that recently completed the outdoor kitchen and other

work at the Ramada, stating that the labor and materials for this project was all done with used materials, donated materials and volunteer labor, and that the “Old Guys” had done an excellent job.

6. **Call to the Public for Items not on the Agenda.**

Deb McCasland addressed the Mayor and Council stating she was running for a position on the Yavapai Community College Board and requested support and votes from the Council and general public.

Robb Witt addressed the Mayor and Council stating he had a Petition requesting the residents of the Town of Camp Verde be allowed to vote on building code changes, and requests this matter be placed on the Agenda for Council discussion.

Steve Goetting addressed the Mayor and Council stating he was hosting an event at Boler’s Bar on Saturday night during Verde River Days, and was hosting an event for the Camp Verde High School 20th year reunion, and advised there was also a business event, which would include discussions regarding Verde Rio, on November 13, 2014 at Yavapai College.

In response to Mr. Witt’s request, Mayor German requested that the Town Clerk add the Petition and consideration of the requests in the Petition presented by Mr. Witt to the regular Council Agenda within the next month.

7. **Discussion, consideration, and possible direction to staff relative to the Manager Review procedures as adopted by Council in 2004 and amended in 2009.** Staff Resource: Russ Martin

Town Manager Russ Martin requested clarification and directives regarding the Town Manager Review and timeline for that review before beginning the process. After substantial discussion between the Mayor, Council and Town Manager, Councilor Gordon made a **Motion** to conduct the Review using the process adopted by the Mayor and Council in 2004 with the forms used in 2013, with typographical errors corrected. Motion seconded by Mayor German. Motion passed by unanimous vote.

It was the consensus of the council that most productive and comprehensive review of the Manager shall be that the review will be in one consolidated form showing the average scores, with each council member being allowed a narrative to specify or elaborate on the Manager’s weaknesses or strengths, thereafter allowing the Manager to comment or address each score and/or narrative/concerns.

8. **Discussion, consideration, and possible direction to staff relative to the timeline of the Manager’s annual review.** Staff Resource: Mayor and Council

On a Motion by Mayor German, and seconded by Vice Mayor Baker, the Council unanimously voted to delay the Manager’s annual review until receipt of the written results of the current investigation.

Town Manager Russ Martin stated his anniversary date was August 8, 2014. Councilor Gordon stated his review should have been started and completed within 30 days prior to or after his anniversary date, however, due to the current circumstances and the current investigation in progress, delay of the Manager’s annual review would be appropriate.

Councilor George and Jones requested item 9:

9. **Discussion, consideration, and possible direction to staff regarding four (4) Town-wide clean-ups sponsored by the Council and staff for Highway 260 at mile marker 224-225. Council may also set the cleanup dates at this time.**

On a **Motion** by Councilor George, seconded by Councilor Jones, the Council unanimously voted to have the Town of Camp Verde adopt MM 224-225 on Hwy 260 with the ADOT Adopt a Highway for clean up.

Councilor George read a draft of the proclamation designating four Town-wide clean up days. Councilor Jones advised that, in addition to the four Town-wide clean up days, Mike Brown with ADOT provided information that mile parkers 224-225 on SR 260 was available for “adoption”, and she would like to see the Town of Camp Verde adopt this stretch of highway for clean-up. ADOT provides garbage bags and safety training prior to highway cleanup. After discussion it was the consensus of the Mayor and Town Council that a **proclamation** should be drawn to designate four days per year for Town-wide clean up, with the dates being on the weekend prior to Town Events, and having the Town of Camp Verde adopt a highway, MM 224-225 on SR 260. The Mayor and Council encourage that the Town Council and staff lead by example and encourage support and engage support services from schools, churches, and businesses. Town Manager Russ Martin stated that after clean-up, the Town staff tries to pick up the trash immediately, however, leaving the bagged and collected trash for residents and visitors to see is educational, therefore, he requested direction from the Council on whether or not to have the trash picked up immediately by Town staff. After discussion, it was the consensus of the Council that all Town-sponsored clean up should be picked up immediately, except for any co-op with ADOT Adopt a Highway specifically MM 224-225. The Council unanimously agreed that the ADOT Adopt a Highway sign should show “Town of Camp Verde”.

10. **Call to the Public for items not on the agenda.**
None.

10. **Council Informational Reports.** These reports are relative to the committee meetings that Council members attend. The Committees are Camp Verde Schools Education Foundation; Chamber of Commerce, Intergovernmental Association, NACOG Regional Council, Verde Valley Transportation Planning Organization, Yavapai County Water Advisory Committee, and shopping locally. In addition, individual members may provide brief summaries of current events. The Council will have no discussion or take action on any of these items, except that they may request that the item be placed on a future agenda.

Councilor Whatley suggested that council members, staff and public should visit the Ramada and see what a wonderful job the “Old Guys” did in completing the Ramada and kitchen area.

Councilor George stated that the last Monday of every month is “Coffee with a Cop”, open to the public, and encourages anyone that wants to meet with a deputy is welcome to attend. Councilor George also stated that the Verde Valley Transit met on September 24, 2014. Ron Long has completed 50% of the design stage of the roundabout, and approximately 90% of the Finnie Flat sidewalk project design. The new bus stop shelters can now be purchased through the correctional industries, which reduces the cost for each bus stop shelter from approximately \$15,000 to \$5,000.00.

Councilor Gordon stated he attended a meeting regarding the “string of pearls” of the Verde trails which include trails from Sedona to Fossil Creek. Councilor Gordon also stated that he attended the Fire District Meeting wherein discussion included review of the Fire Chief and the possibility of combining Camp Verde and Rimrock Fire Department administration to reduce costs.

Vice Mayor Baker stated the “Old Guys” did an excellent job in completing the project at the Ramada, advising that the majority of materials used were donated or used.

Councilor German stated she attended a panel discussion in Sedona that centered on how Yavapai College can enhance education in the Verde Valley.

11. **Manager/Staff Report** Individual members of the Staff may provide brief summaries of current events and activities. These summaries are strictly for informing the Council and public of such events and activities. The Council will have no discussion, consideration, or take action on any such item, except that an individual Council member may request that the item be placed on a future agenda.

Town Manager Russ Martin reminded everyone that there were no meeting scheduled for the following week due to Fort Verde Days.

Mr. Martin also advised that due to the bus stop shelters being less expensive there is now enough money in the

budget to purchase one more, which will be placed across from Walgreens.

Mr. Martin also stated that he expects to have final plans from the architect for the library project by early next week.

12. **Adjournment.** On a **motion** by Mayor German, seconded by Councilor Gordon, the council unanimously voted to adjourn the meeting at 7:36 p.m.

Charles German, Mayor

Lynn Riordan, Recording Secretary

CERTIFICATION

I hereby certify that the foregoing Minutes are a true and accurate accounting of the actions of the Mayor and Common Council of the Town of Camp Verde during the Regular Session of the Town Council of Camp Verde, Arizona, held on October 1, 2014. I further certify that the meeting was duly called and held, and that a quorum was present.

Dated this _____ day of _____, 2014.

Debbie Barber, Town Clerk